

Group Quarters Operation

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Group Quarters

Agenda

Background

Accomplishments

On-Going Efforts

Group Quarters Data Collection

Questions

Group Quarters

Background

- Group Quarters (GQ) data collection is a two phase operation – Advance Contact and Enumeration
- Key lessons incorporated from 2010:
 - Reduce respondent burden by limiting the number of visits to the group quarters
 - Take advantage of the use of facility-provided records, collected both electronically and in paper format for the enumeration process

Group Quarters

Accomplishments: 2015 Group Quarters Electronic Capability Test Survey

Purpose

- Explored GQ administrators' ability and willingness to send resident-level data electronically to the Census Bureau

Preliminary Results

- Of the 260 GQ umbrella organizations and agencies contacted, 40 percent (105) responded:
 - ↑ 73.3 percent reported they have eResponse data records available
 - ↑ 72.4 percent are able to transmit electronic eResponse data records to the Census Bureau
 - ↑ 64.8 percent can provide an electronic file in an Excel format
 - ↑ 53.3 percent were willing to participate in a Group Quarters Electronic Response Data Transfer Test (or eResponse Test)

Lessons Learned

- Move forward with testing this enumeration methodology beginning with the proposed eResponse Data Transfer Test

Group Quarters

Accomplishment: 2016 eResponse Data Transfer Test

Purpose

- Explore the capabilities for enumeration using electronic response data by evaluating:
 - The formats in which response data was received, parsing capabilities and
 - The ability to standardize data not received in anticipated formats
- Evaluate the ability of the GQ administrators to link residents/clients to the correct GQ addresses as specified in Census provided instructions

Preliminary Results

- ↑ All data files were successfully uploaded
- ↑ All administrators used the Census Bureau's provided Excel spreadsheet without problems
- ↑ Files linked residents/clients to the GQ addresses as specified in the Census Bureau's provided instructions
- ↓ Parsing tool was required to format data fields for review and address matching

Lessons Learned

- Using a non-standardized template required additional formatting and clerical resources for address matching
- Explore testing with a standardized template
- Expand testing across multiple GQ types

Group Quarters

Accomplishments: 2016 Service-Based Enumeration Census Test

Purpose

- Explore the feasibility of enumerating this population using an automated instrument
- Explore the availability of administrative records for enumerating at these service based locations, and
- Determine the production ratio for staffing when we administer both enumeration instruments (automation and paper) at the locations

Preliminary Results

- ↑ 99.3 % of participants were enumerated using the automated instrument
- ↑ 97% of participants provided the required data items
- ↑ There was strong support from GQ administrators
- ↓ Staffing ratio was insufficient for enumeration of regularly scheduled mobile food van stops

Lessons Learned

- This population was acceptable to being enumerated using the automated instrument (Only 6 out of 844 respondents asked for paper questionnaires)
- Only shelters have the capability to provide paper listings containing client level information
- Different staffing ratio is required across different service-based locations whether we use paper or automation

Group Quarters

Ongoing Effort for 2020 Census

Outreach

- Outreach to umbrella organizations and working groups, including 2020 Census Joint Service Military Working Group
- Negotiate data sharing memorandum of agreement (MOA) between Defense Manpower Data Center Department of Defense and the Census Bureau to receive address and client level data for personnel on military installations and military vessels

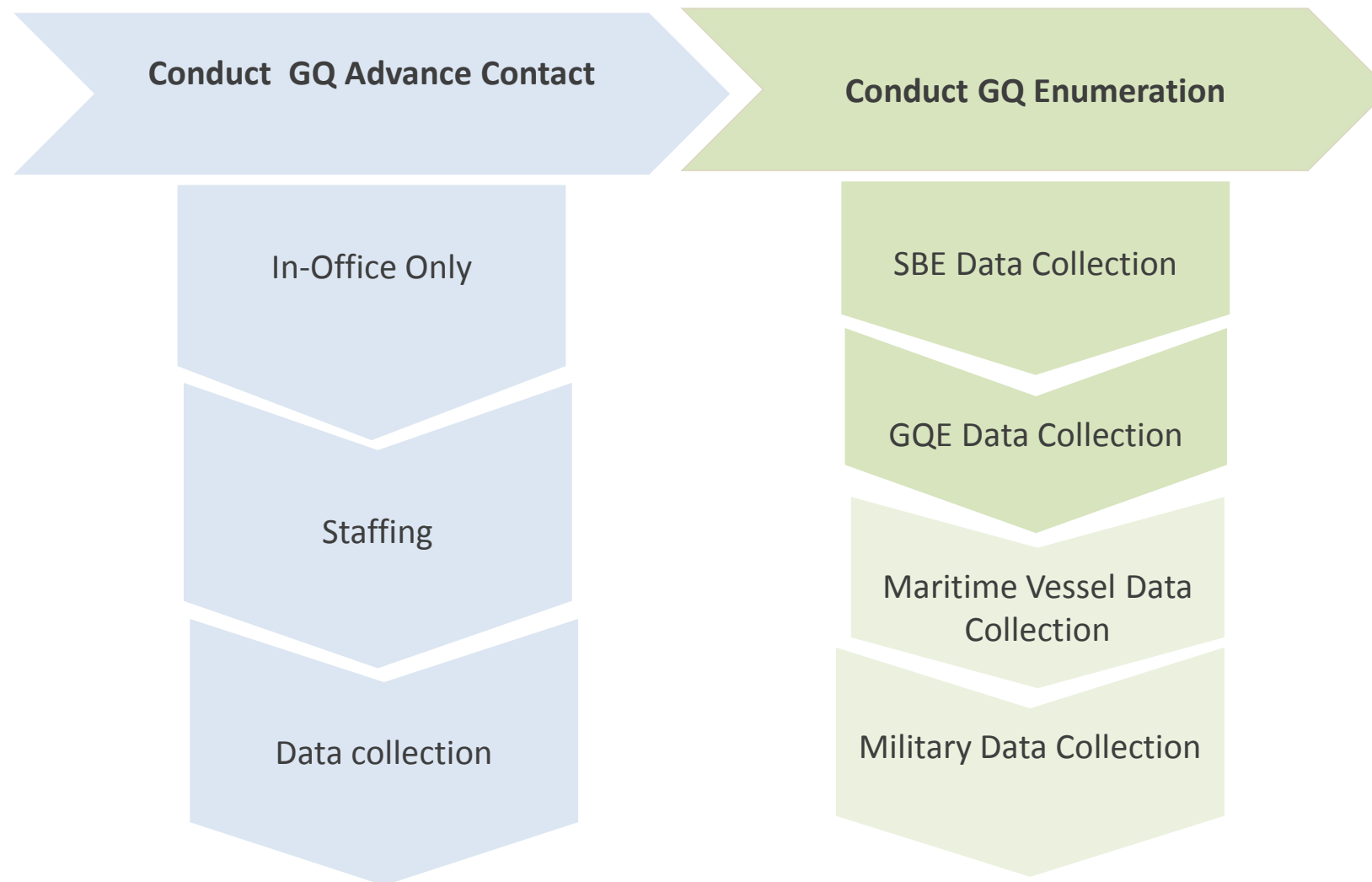
Group Quarters Address List Update

- Enhance the GQ frame
 - Receive Federal-State Cooperative Program for Population Estimates (FSCPE) address lists
 - Conduct internet research and mail solicitation to governmental units at National Processing Center

Small-Scale Census Tests

- Conduct Small-Scale Census tests to continue to refine innovative methodologies
 - Implement 2017 eResponse Independent Census Test
 - Implement 2017 Military Electronic Data File Transfer Census Test

Group Quarters Data Collection



Group Quarters

Advance Contact

**Conduct GQ Advance
Contact**

February 5 – March 9, 2018

- In-Office operation
- Clerks in the Area Census Offices (ACOs) will contact GQ facilities to:
 - Verify the GQs' name, address information, contact name, and phone number
 - Collect an expected Census Day population count
 - Obtain a preferred enumeration method
 - Obtain an agreed-upon date and time to conduct the enumeration
 - Address concerns related to privacy, confidentiality, legal, and security
- Data collection using Census Bureau's legacy designed system

Group Quarters Enumeration

Conduct GQ Enumeration

March 28 – July 25, 2018

Four (4) Components of Group Quarters Enumeration

1. Service-Based Enumeration
2. Group Quarters Enumeration
3. Maritime Enumeration
4. Military Enumeration

Group Quarters Enumeration

Conduct GQ Enumeration

Service Based Enumeration: March 28 – 30, 2018

Enumeration of people experiencing homelessness or utilizing emergency and transitional shelters with sleeping facilities, soup kitchens, regularly scheduled mobile food vans, and targeted non-sheltered outdoor locations (i.e., tent encampments)

- Use multiple enumerators at each location
- Conduct in-person enumeration with each resident using a paper questionnaire
- Request paper listings from shelters

Group Quarters Enumeration

Conduct GQ Enumeration

Group Quarters Enumeration: April 1 – July 25, 2018

Enumeration of people living in GQs other than service based locations, military installations, military vessels, and maritime vessels

- Data collection method based on option selected during Advance Contact
 1. eResponse
 2. Drop-off/pick-up of Individual Census Questionnaires (ICQs)
 3. Facility self enumeration (contact person distributes and collects forms)
 4. In-person enumeration using ICQs (Enumerator conducts interview with each resident)
 5. Paper listing (GQ contact provides roster print out containing person-level data and gives it to the enumerator during visit)

Group Quarters Enumeration

Conduct GQ Enumeration

Maritime Vessel Enumeration: April 1 – June 30, 2020

Enumeration of people living on a U.S. maritime vessel in operation at the time of the 2020 Census

- Implement mail-out/ mail-back operation
- Use generic vessel kits

Group Quarters Enumeration

Conduct GQ Enumeration

Military Enumeration: April 1 – June 30, 2020

Enumeration of people residing in GQs on military installations and military vessels.

- Electronic transfer of administrative records data uploaded from Defense Manpower Data Center of the Department of Defense to include data for residents living on:
 - Military Installations in military barracks and housing units
 - Military Vessels along with usual home elsewhere address data, and
 - Personnel assigned to military installations and living in housing units outside of the military installation

Questions?

Forms Printing and Distribution Operation

Paper Data Capture Operation

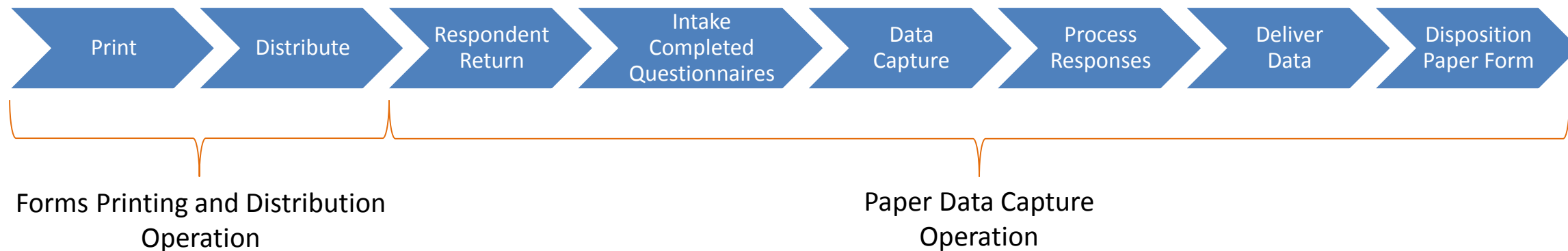
Alexa Jones-Puthoff

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Paper Operations

Scope

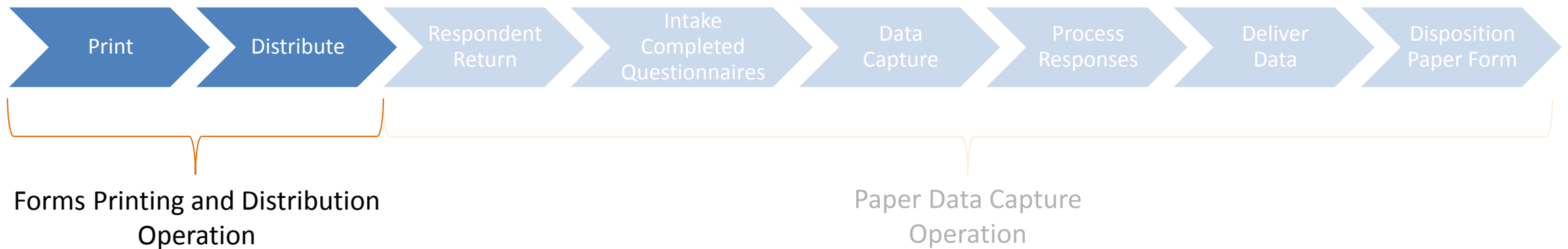
- Forms Printing and Distribution (FPD)
- Paper Data Capture (PDC)
- Part of the Response Data operations of the 2020 Census
- Support the work of many other operations



Paper Operations

Forms Printing and Distribution

Forms Printing and Distribution (FPD) Operation



Forms Printing and Distribution

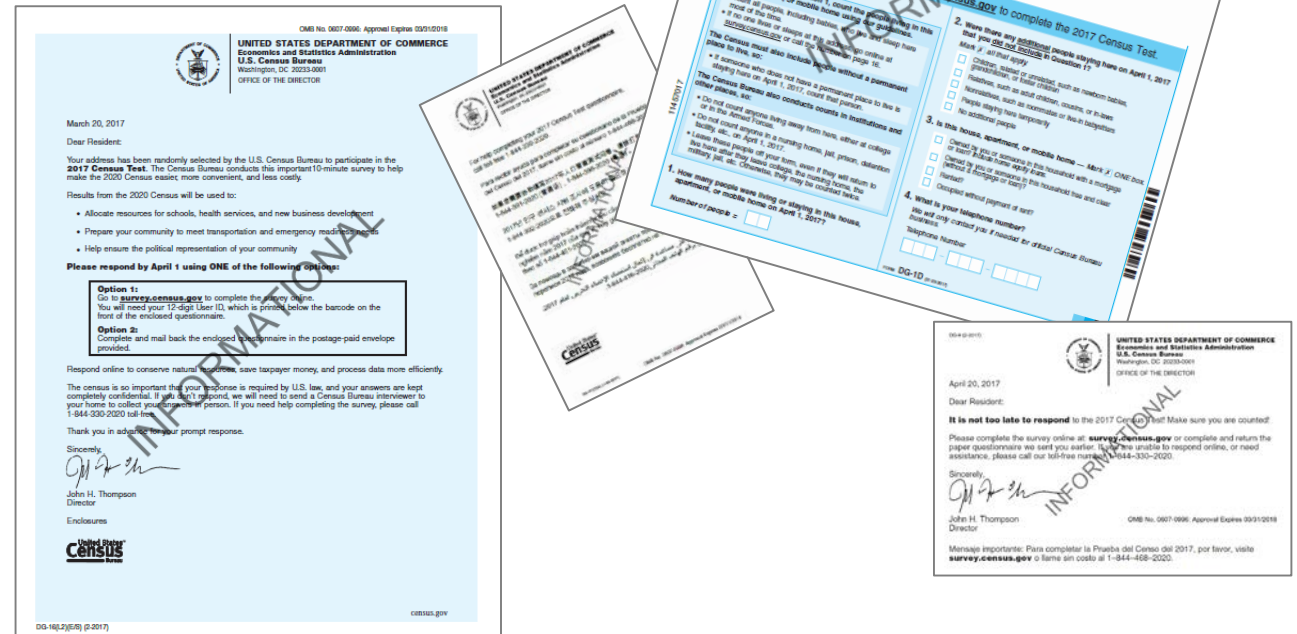
Overview

- The Forms Printing and Distribution operation is responsible for the printing and mailing of self-response materials for the 2020 Census.
- The Forms Printing and Distribution operation prints and distributes the following:
 - Internet invitation letters
 - Reminder letters and postcards
 - Questionnaires
 - Materials for other operations
- Supports the following operations
 - Internet Self-Response (the operation responsible for the self-response mailing strategy)
 - Group Quarters
 - Update Leave

Forms Printing and Distribution

2020 Census Estimated Workload

- We expect to print 1.5 billion items in support of 2020 Census operations
- That number includes
 - ~ 140 million questionnaires
 - ~ 680 million letters and inserts
 - ~ 210 million postcards
 - ~ 530 million envelopes



Forms Printing and Distribution

Collaboration with the Government Publishing Office

- FPD contracts out the print/mail work through our partnership with the Government Publishing Office (GPO)
- Past tests have been contracted on a test-by-test basis, with a separate Invitation for Bid being posted for each Census Test
- Plan: utilize final solutions and providers for the 2018 End-to-End Census Test
 - A single Invitation for Bid has been posted for the print/distribute work of the 2018 End-to-End Census Test and the 2020 Census
 - Operational schedule for 2018 will simulate expected timing for the 2020 Census

Forms Printing and Distribution

Collaboration with the United States Postal Service

- FPD works closely with the United States Postal Service (USPS), primarily via the USPS-Census Bureau Enterprise Partnership's *Optimizing Self-Response* Working Group
- Self-response mail strategy – shift from mail dates to in-home dates
- Undeliverable As Addressed mail pieces
- Postal tracing data (joint engagement effort with Paper Data Capture operation)

Forms Printing and Distribution

Key Activities

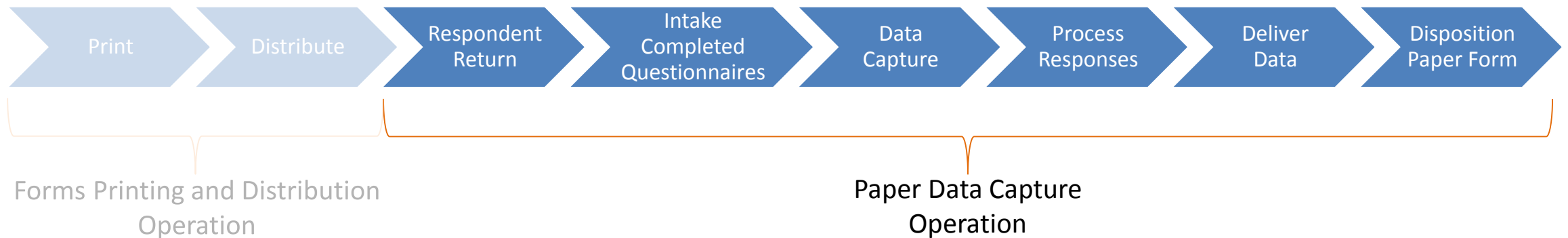
Activity	Date	
Receive print/distribute requirements	April – May 2017	✓
Post Invitation for Bid for 2018 End-to-End Census Test and 2020 Census	July 2017	✓
Bids due	July 2017	
Evaluate	July – August 2017	
Award	September 2017 (Target)	
2018 End-to-End Census Test Mailings	March – April 2018	
2020 Census Mailings	March – April 2020	

Break

Paper Operations

Paper Data Capture

Paper Data Capture (PDC) Operation



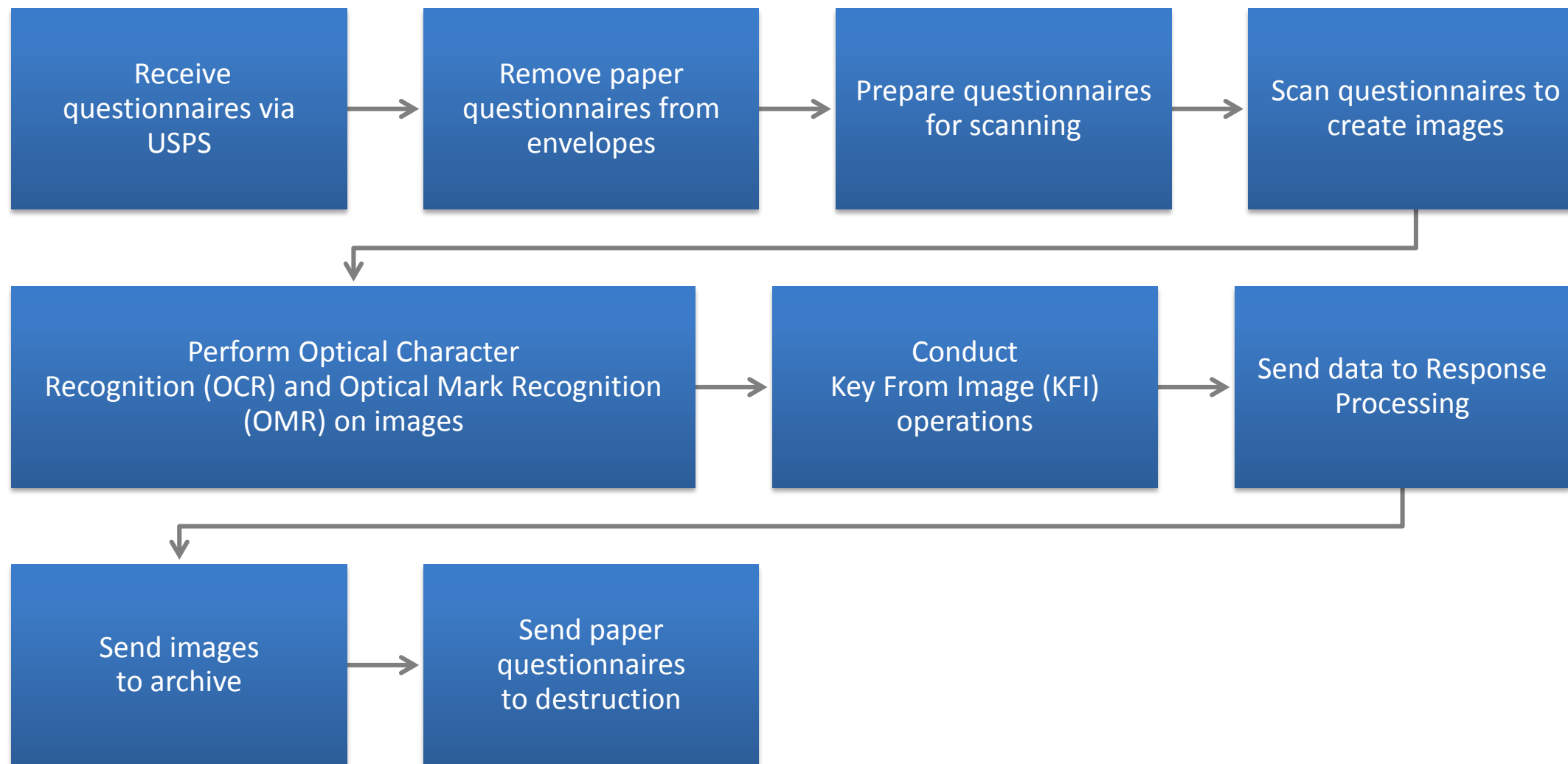
Paper Data Capture

Overview

- The Paper Data Capture Operation is responsible for the capture and conversion of data from paper questionnaires.
- The Paper Data Capture operation is driven by
 - the timing of the questionnaire mailings
 - volume of forms received
 - page count of forms
 - timing of the Nonresponse Followup and other fieldwork workload universe cuts

Paper Data Capture

Process Overview



Paper Data Capture

2020 Census Estimated Workload

- Modeling of Paper Data Capture workloads is ongoing
- Paper Data Capture Centers are currently being designed to have the capacity to process a combined 30 million forms
- Core workloads for Paper Data Capture include
 - Self-response questionnaires mailed back by respondents
 - Self-response enumeration area
 - Update Leave
 - Group Quarters Individual Census Questionnaire

Paper Data Capture

iCADE System

- The Census Bureau's in-house Integrated Computer Assisted Data Entry (iCADE) system will be used to capture paper responses from questionnaires
- The iCADE system is part of the Census Enterprise Data Collection and Processing system (CEDCaP)
- iCADE is currently in operation capturing data for other on-going censuses and surveys and is the system that has been used for the 2014, 2015, 2016 and 2017 tests
- Each write-in and checkbox data field is data captured
- OCR and OMR are performed
- If KFI is needed, staff are presented the image of the page and are able to clarify/correct/add to what was captured

1. Print name of Person 2
 First Name MI
 Last Name(s)

2. How is this person related to Person 1? Mark [X] ONE box.
☐ Opposite-sex husband/wife/spouse ☐ Father or mother
☐ Opposite-sex unmarried partner ☐ Grandchild
☐ Same-sex husband/wife/spouse ☐ Parent-in-law
☐ Same-sex unmarried partner ☐ Son-in-law or daughter-in-law
☐ Biological son or daughter ☐ Other relative
☐ Adopted son or daughter ☐ Roommate or housemate
☐ Stepson or stepdaughter ☐ Foster child
☐ Brother or sister ☐ Other nonrelative

3. What is this person's sex? Mark [X] ONE box.
☐ Male ☐ Female

4. What is this person's age and what is this person's date of birth? For babies less than 1 year old, do not write the age in months. Write 0 as the age.
 Age on April 1, 2017 years months days Year of birth

5. What is this person's race or ethnicity?
 Mark all boxes that apply AND print ethnicities in the spaces below.
 Note, you may report more than one group.

☐ **WHITE** – Provide details below.
☐ German ☐ Irish ☐ English
☐ Italian ☐ Polish ☐ French
 Print, for example, Scottish, Norwegian, Dutch, etc.

☐ **HISPANIC, LATINO, OR SPANISH** – Provide details below.
☐ Mexican or Mexican American ☐ Puerto Rican ☐ Cuban
☐ Salvadoran ☐ Dominican ☐ Colombian
 Print, for example, Guatemalan, Spaniard, Ecuadorian, etc.

☐ **BLACK OR AFRICAN AMERICAN** – Provide details below.
☐ African American ☐ Jamaican ☐ Haitian
☐ Nigerian ☐ Ethiopian ☐ Somali
 Print, for example, Ghanaian, South African, Barbadian, etc.

☒ **ASIAN** – Provide details below.
☐ Chinese ☐ Filipino ☐ Asian Indian
☐ Vietnamese ☐ Korean ☐ Japanese
 Print, for example, Pakistani, Cambodian, Hmong, etc.

☐ **AMERICAN INDIAN OR ALASKA NATIVE** – Print, for example, Navajo Nation, Blackfeet Tribe, Mayan, Aztec, Native Village of Barrow Inupiat Traditional Government, Tlingit, etc.

☐ **MIDDLE EASTERN OR NORTH AFRICAN** – Provide details below.
☐ Lebanese ☐ Iranian ☐ Egyptian
☐ Syrian ☐ Moroccan ☐ Israeli
 Print, for example, Algerian, Iraqi, Kurdish, etc.

☐ **NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER** – Provide details below.
☐ Native Hawaiian ☐ Samoan ☐ Chamorro
☐ Tongan ☐ Fijian ☐ Marshallese
 Print, for example, Palauan, Tahitian, Chuukese, etc.

☐ **SOME OTHER RACE OR ETHNICITY** – Print details.

Paper Data Capture

Paper Data Capture Centers

- Prior tests have used facilities at the National Processing Center (NPC) in Jeffersonville, Indiana to capture data
- For 2020, there will be two Paper Data Capture Centers
- NPC has completed work with GSA to identify space in the Jeffersonville, Indiana area, near NPC's current facility
- NPC is currently working with GSA to identify space in Phoenix/Tucson area

Paper Data Capture

Key Activities

Activity	Date
Open Paper Data Capture Center for 2018 End-to-End Census Test	January 2018
2018 End-to-End Census Test data capture operations live	March – August 2018
2020 Paper Data Capture sites available	Early 2019
2020 Census data capture operations live	March – August 2020

Questions?

Update Leave and Update Enumerate Operations

Ian Hull

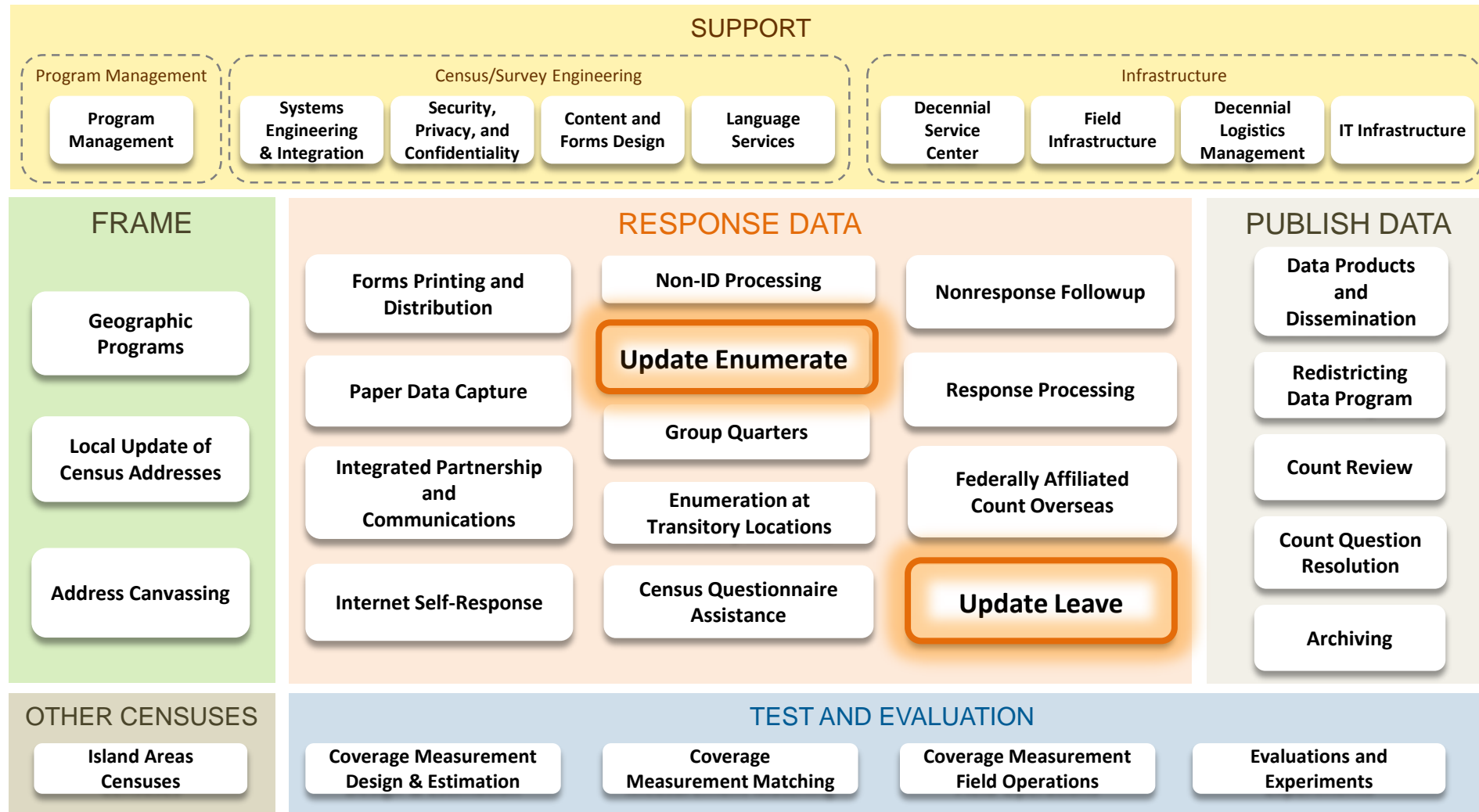
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Update Leave and Update Enumerate Background

- Original Update Enumerate Operation
- Recent Changes
 - Developing 35th operation: Update Leave
 - Modifying Update Enumerate Operation
- Number of Housing Units: 12 Million

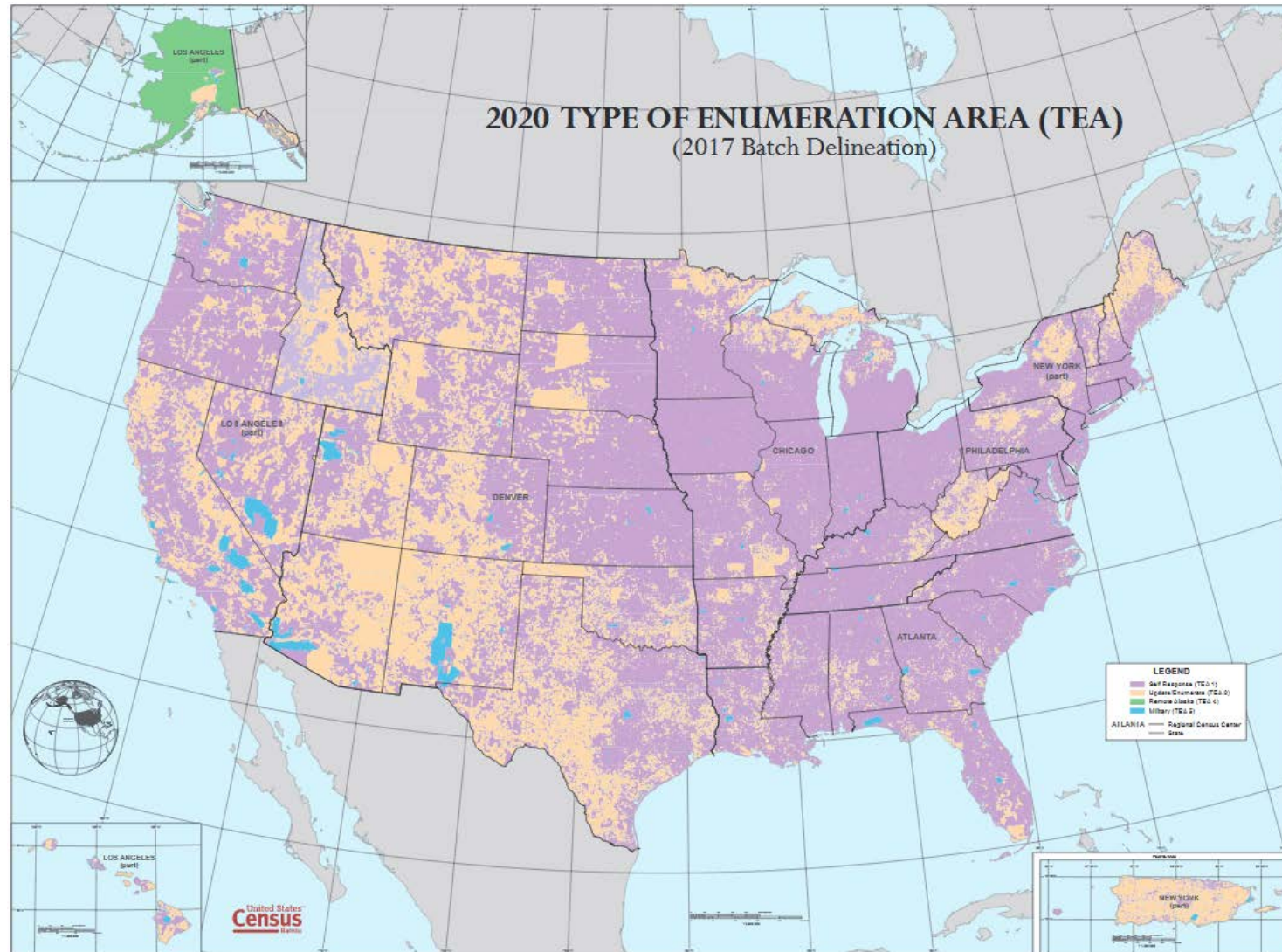
2020 Census Operations

Operational Scope: Update Leave and Update Enumerate



Update Leave and Update Enumerate

Type of Enumeration Areas



Update Leave Operation

Background

- Two Components of Operation:
 - 1: Updates address list, and
 - 2: Leaves a packet that encourages internet self-response and includes a paper questionnaire
- Leverage operational design from 2010 Update Leave Operation
- Provides self-response option for areas we cannot mail
- Leverage technology and solution from Address Canvassing
- Non-responding housing units will be included in the traditional Nonresponse Followup Operation (NRFU)
- Includes majority of area originally in the Update Enumerate TEA
 - Estimate: 12 Million Housing Unit

Update Leave Operation

2018 End-to-End Census Test Timeline

Activity	Date
Update Leave	March 19 – April 13, 2018
Update Leave Listing Quality Control	March 26 – April 20, 2018
Nonresponse Followup for Update Leave	April 9 – July 31, 2018

Update Enumerate Operation

Background

- Two Components of Operation:
 - 1: Updates address list, and
 - 2: Enumerator conducts in-person interview at all housing units
- Leverage operational design from 2010 Remote Alaska Operation
- Paper based operation, similar to 2010 design
- All listing and enumeration is completed during single operation
 - No separate Nonresponse Followup Operation
- Will include:
 - Remote areas of Alaska and Maine
 - AIAN Tribal Lands, at their request
- Estimate: up to 500,000 Housing Units

Update Enumerate Operation

2020 Census Timeline*

Activity	Date
Remote Alaska	Late-January – May 2020
Remaining UE Areas	March – June 2020

*No Update Enumerate during 2018 End-to-End Census Test.

Update Leave and Update Enumerate

Type of Enumeration Area

Type of Enumeration Area (TEA)	Estimated Housing Units (Source: 2016 TEA Delineation)
TEA-1: Self Response	132,000,000 HU
TEA-2: Update Enumerate (modified)	Up To 500,000 HU
TEA-3: Island Areas	HU count unavailable
TEA-4: Remote Alaska	29,000 HU
TEA-5: Military	261,000 HU
TEA-6: Update Leave (new)	12,000,000 HU

Questions?